

FLATHEAD COUNTY FAIR COMMISSION

Meeting minutes from June 15, 2017

The June 15, 2017 meeting was called to order by Sam Nunnally at 6:30 pm in the 4H Building at the Flathead County Fairgrounds

Roll call of members: Sam Nunnally, Mark Carlson, Butch Woolard, Doug Wise, and liaison member Pam Holmquist were present. Wes McAlpin was excused.

Staff present: Mark Campbell

Guests present: Sharon Askelson

Agenda approval: Sam noted that the 2016 stale dated checks agenda item should read 2015 stale dated checks. Doug moved to approve the agenda as corrected. Mark Carlson seconded the motion. All members were in favor.

Previous Meeting Minutes: Meeting minutes from May 11, 2017 were presented. Doug moved to approve the minutes as presented. Butch seconded the motion. All members were in favor.

Public Comment: Sam called for public comment. No public comment was heard.

Manager's Report: Mark covered the Commissioners monthly report and provided an update on a variety of projects and activities. The pre-bid meeting for ADA project was held with good attendance. Update of the 4H building improvements was reviewed. Grandstand prep and painting has started. Fair books are in and being distributed. Final fair schedules are being developed. Concert sales are slightly behind last year and rodeo events are up. Upcoming events and activity details were explained.

A financial report through May was shared along with FY18 revenue collected in advance. Revenues are at 98.42% and expenses at 82.79%. Approximately \$92,000 of expense authority until June with average of \$35,000 per month. It was noted that portions of the revenues collected now are in advance and will be transferred to the next fiscal year. One half of the transfer in CIP funds is still to be reflected and will change the expense % for year. A projection of year-ending revenues and expenditures was discussed. A net of operations is estimated at this time to be \$64,844 which would be transferred to our reserves. Details of specific line items and account overages or under expenditures were discussed and shared.

Committee and Director Reports: A Chamber of Commerce Ag committee meeting was held with Wes and Mark Campbell in attendance. An overview of the committee purpose, role, and items reviewed was shared by Mark. A total of about 222 animals are expected this year compared with 265 last year. Discussion about fair set-up, pen counts, and any changes needed was held.

No further activity on the Food Committee to report. Butch asked about the Llama booth status. It is for sale without any current takers. A decision on the use must have a deadline attached.

Old Business: Restroom ADA Project –plans and bid documents are available and have been submitted to Kalispell for permit review. Bids are due on June 27th. A brief time-line of upcoming dates was provided. The stairs and ramping construction prior to fair is in the bid as an alternate. Pam is going to

check on an alternative date for recommendation of bids to the Commissioners, allowing for a bit more review time.

No further old business was brought forward.

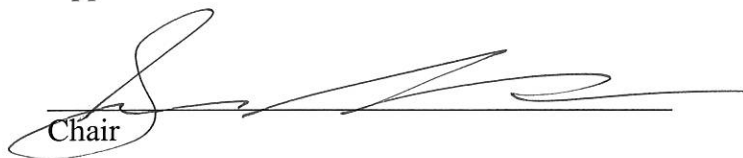
New Business: A listing of 2015 Fair Premium checks yet to be cashed was presented. While most are for smaller amounts, there are a few larger items. Balance of the outstanding checks is \$871. It is our process to clear these checks from our on-going balance. The recipients can claim into the future through the Fair Office for their premium award. An overview of the process was provided along with discussion about potential options for award. Doug moved to clear the 2015 Fair Premium stale dated checks listed as of May31, 2017 and hold a reserve in the account as needed. Motion seconded by Butch. Approved by a vote of 4-0.

No further new business was presented.

Adjournment: Mark moved to adjourn the meeting at 7:30 pm, seconded by Butch. All were in favor.

Submitted by: mc

Approved as submitted:


Chair

7-13-17
Date